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**PIERRE PART-BELLE RIVER VOLUNTEER FIRE DEPARTMENT**  
**Pierre Part-Belle River, Louisiana**

**FINANCIAL REPORT**  
**DECEMBER 31, 2009**

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date

8/4/10

**Waguespack & Gallagher, LLC**

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**PIERRE PART-BELLE RIVER VOLUNTEER FIRE DEPARTMENT**  
**Pierre Part-Belle River, Louisiana**

**FINANCIAL REPORT**  
**DECEMBER 31, 2009**

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## ACCOUNTANT'S REVIEW REPORT OF THE FINANCIAL STATEMENTS

To the Board of Commissioners of  
Pierre Part-Belle River Volunteer Fire Department  
Pierre Part-Belle River, Louisiana

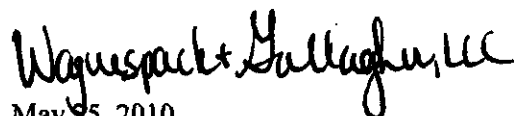
We have reviewed the accompanying financial statements of the governmental activities and major fund of the Pierre Part-Belle River Volunteer Fire Department (Fire Department) as of and for the year ended December 31, 2009, which collectively comprise the Fire Department's basic financial statements as listed in the Table of Contents, in accordance with *Statements on Standards for Accounting and Review Services* issued by the *American Institute of Certified Public Accountants*. All information included in these financial statements is the representation of management of Pierre Part-Belle River Volunteer Fire Department.

A review consists principally of inquiries of the Fire Department's personnel and analytical procedures applied to financial data. It is substantially less in scope than an audit in accordance with generally accepted auditing standards, the objective of which is the expression of an opinion regarding the financial statements taken as a whole. Accordingly, we do not express such an opinion.

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in conformity with generally accepted accounting principles.

The Management's Discussion and Analysis and budgetary comparison information on pages 2 through 7 and 21, respectively, are not a required part of the basic financial statements but are supplementary information required by the *Governmental Accounting Standards Board*. Such information has not been subjected to the inquiry and analytical procedures applied in the review of the basic financial statements, but were compiled from information that is the representation of management, without audit or review. Accordingly, we do not express an opinion or any other form of assurance on the supplementary information.

In accordance with the *Louisiana Governmental Audit Guide* and the provisions of state law, we have issued a report dated May 25, 2010, on the results of our agreed-upon procedures presented on pages 22 through 24. Pages 25 through 26 present the Louisiana Attestation Questionnaire.



May 25, 2010  
Napoleonville, Louisiana

# **PIERRE PART-BELLE RIVER VOLUNTEER FIRE DEPARTMENT**

## **MANAGEMENT'S DISCUSSION AND ANALYSIS**

**December 31, 2009**

This section of the Fire Department's annual financial report presents our discussion and analysis of the Fire Department's financial performance during the fiscal year that ended on December 31, 2009. Please read it in conjunction with the Fire Department's financial statements, which follow this section.

### **FINANCIAL HIGHLIGHTS**

- The Fire Department's total net assets increased by \$121,838 to \$1,116,466 as of December 31, 2009.
- Net assets increased because the Fire Department's revenues were \$121,838 more than expenses due to grant money that was received in 2009 and the fact that the food fest brought in money in 2009 that was not brought in during 2008 due to the Hurricane Gustav.
- Expenses for the year were \$138,813, including depreciation expense of \$97,595.

### **OVERVIEW OF THE FINANCIAL STATEMENTS**

This annual report consists of three parts—management's discussion and analysis (this section), the basic financial statements, and required supplementary information. The basic financial statements include two kinds of statements that present different views of the Fire Department:

- The first two statements are government-wide financial statements that provide both long-term and short-term information about the Fire Department's overall financial status.
- The remaining statements are fund financial statements that focus on individual parts of the Fire Department government, reporting the Fire Department's operations in more detail than the government-wide statements.
- The governmental funds statements tell how general government services like public safety were financed in the short term as well as what remains for future spending.

The financial statements also include notes that explain some of the information in the financial statements and provide more detailed data. The statements are followed by a section of required supplementary information that further explains and supports the information in the financial statements. Figure A-1 shows how the required parts of this annual report are arranged and relate to one another.

Figure A-1 summarizes the major features of the Fire Department's financial statements, including the portion of the Fire Department's government they cover and the types of information they contain. The remainder of this overview section of management's discussion and analysis explains the structure of contents of each of the statements.

# PIERRE PART-BELLE RIVER VOLUNTEER FIRE DEPARTMENT

## MANAGEMENT'S DISCUSSION AND ANALYSIS

December 31, 2009

Figure A-1 Major Features of Pierre Part-Belle River Volunteer Fire Department's Government and Fund Financial Statements		
	Fund Statements	
	Government-wide Statements	Governmental Funds
Scope	Entire Fire Department government	The activities of the Fire Department
Required financial statements	<ul style="list-style-type: none"> <li>• Statement of net assets</li> <li>• Statement of activities</li> </ul>	<ul style="list-style-type: none"> <li>• Balance Sheet</li> <li>• Statement of revenues, expenditures, and changes in fund balances</li> </ul>
Accounting basis and measurements focus	Accrual accounting and economic resources focus	Modified accrual accounting and current financial resources focus
Type of asset/liability information	All assets and liabilities, both financial and capital, and short-term and long-term	Only assets expected to be used up and liabilities that come due during the year or soon thereafter; no capital assets included
Type of inflow/outflow information	All revenues and expenses during year, regardless of when cash is received or paid	Revenues for which cash is received during or soon after the end of the year; expenditures when goods or services have been received or have otherwise been incurred.

# **PIERRE PART-BELLE RIVER VOLUNTEER FIRE DEPARTMENT**

## **MANAGEMENT'S DISCUSSION AND ANALYSIS**

**December 31, 2009**

### **Government-wide Statements**

The government-wide statements report information about the Fire Department as a whole using accounting methods similar to those used by private-sector companies. The statement of net assets includes all of the government's assets and liabilities. All of the current year's revenues and expenses are accounted for in the statement of activities regardless of when cash is received or paid.

The two government-wide statements report the Fire Department's net assets and how they have changed. Net assets—the difference between the Fire Department's assets and liabilities—is one way to measure the Fire Department's financial health, or position.

- Over time, increases or decreases in the Fire Department's net assets are an indicator of whether its financial health is improving or deteriorating, respectively.

The government-wide financial statements of the Fire Department include:

- Governmental activities—most of the Fire Department's basic services are included here. Fire protection grant revenues, fire insurance rebate, and interest finance most of these activities.

### **Fund Financial Statements**

The fund financial statements provide more detailed information about the Fire Department's most significant funds—not the Fire Department as a whole. Funds are accounting devices that the Fire Department uses to keep track of specific sources of funding and spending for particular purposes.

- Some funds are required by State law and by bond covenants.

The Fire Department has one type of fund:

- Governmental fund—The Fire Department's basic services are included in governmental fund, which focuses on (1) how cash and other financial assets that can readily be converted to cash flow in and out and (2) the balances left at year-end that are available for spending. Consequently, the governmental fund statements provide a detailed short-term view that helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the Fire Department's programs. Because this information does not encompass the additional long-term focus of the government-wide statements, we provide additional information at the bottom of the governmental funds statements, or on the subsequent page, that explains the relationship (or differences) between them.

**PIERRE PART-BELLE RIVER VOLUNTEER FIRE DEPARTMENT**

**MANAGEMENT'S DISCUSSION AND ANALYSIS**

**December 31, 2009**

**FINANCIAL ANALYSIS OF THE FIRE DEPARTMENT AS A WHOLE**

**Net assets.** The Fire Department's net assets increased between fiscal years 2009 and 2008 to approximately \$1,116,466. (See Table A-1.)

<b>Table A-1</b>			
<b>Pierre Part-Belle River Volunteer Fire Department's Net Assets</b>			
	<b>Governmental Activities</b>		
	<b>2009</b>		<b>2008</b>
Current and other assets	382,016		238,963
Capital assets, net	734,450		790,132
<b>Total assets</b>	<b>1,116,466</b>		<b>1,029,095</b>
Liabilities	-		34,467
<b>Total liabilities</b>	<b>-</b>		<b>\$34,467</b>
Net assets			
Invested in capital assets, net of related debt	734,450		755,665
Unrestricted	382,016		238,963
<b>Total net assets</b>	<b>\$1,116,466</b>		<b>\$994,628</b>

Net assets of the Fire Department's governmental activities increased 12.2 percent to approximately \$1,116,466.

**Changes in net assets.** The Fire Department's total revenues increased by 29.2 percent to \$260,651 (See Table A-2). Approximately 48.8 percent of the Fire Department's revenue comes from the fire protection grant from the Assumption Parish Police Jury and approximately 6.2 percent comes from fire insurance rebates. In 2009, the Fire Department received two grants totaling \$157,642.

The total cost of all expenses increased approximately \$2,643 or 1.9 percent. The Fire Department's expenses cover all services performed by its office.



# PIERRE PART-BELLE RIVER VOLUNTEER FIRE DEPARTMENT

## MANAGEMENT'S DISCUSSION AND ANALYSIS

December 31, 2009

### Governmental Activities

Revenues for the Fire Department's governmental activities increased 29.2 percent, while total expenses increased 1.9 percent.

<b>Table A-2</b>			
<b>Changes in Pierre Part-Belle River Volunteer Fire Department's Net Assets</b>			
	<b>Governmental Activities</b>		
	<b>2009</b>		<b>2008</b>
<b>Revenues</b>			
General revenues			
Fire Protection Grant	127,242		104,533
Fire Insurance Rebate	16,289		15,933
Donations	81,947		33,228
Interest	2,126		1,976
Grants	30,400		43,740
Other	2,647		2,325
<b>Total revenues</b>	<b>260,651</b>		<b>201,735</b>
<b>Expenses</b>			
General Government-Public Safety	138,813		136,170
<b>Total expenses</b>	<b>138,813</b>		<b>136,170</b>
<b>Increase in net assets</b>	<b>\$ 121,838</b>		<b>\$ 65,565</b>

- The cost of all governmental activities this year increased by approximately 1.9 percent to \$138,813.

### FINANCIAL ANALYSIS OF THE FUNDS

As the Fire Department completed the year, its governmental funds reported a fund balance of \$382,016, a increase from last year of approximately \$143,053.

### General Fund Budgetary Highlights

- Over the course of the year, the Fire Department revised its budget to reflect a \$65,600 decrease in revenues, and a \$65,600 decrease in expenditures.

# **PIERRE PART-BELLE RIVER VOLUNTEER FIRE DEPARTMENT**

## **MANAGEMENT'S DISCUSSION AND ANALYSIS**

**December 31, 2009**

### **CAPITAL ASSET AND DEBT ADMINISTRATION**

#### **Capital Assets**

At the end of 2009, the Fire Department had invested \$734,450 in capital assets. (See Table A-3.)

**Table A-3**  
**Pierre Part-Belle River Volunteer Fire Department's Capital Assets**  
(net of depreciation)

		<b>Governmental Activities</b>	
		<b>2009</b>	<b>2008</b>
Buildings		\$199,637	\$199,637
Vehicles		943,705	943,705
Firefighting Equipment		211,124	201,377
Other Equipment		72,392	40,226
Accumulated Depreciation		(692,408)	(594,813)
<b>Net Capital Assets</b>		<b>\$734,450</b>	<b>\$790,132</b>

### **ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES**

During the current year, the Fire Department received grant proceeds in the amount of \$30,400 for the purchase of a generator and a washer and dryer for bunker gear. These items are not expected to be recurring for 2010; therefore, the Fire Department budget for 2010 is expected to decrease as compared to the current fiscal year.

### **CONTACTING THE FIRE DEPARTMENT'S FINANCIAL MANAGEMENT**

This financial report is designed to provide our citizens, taxpayers, customers, and creditors with a general overview of the Fire Department's finances and to demonstrate the Fire Department's accountability for the money it receives. If you have questions about this report or need additional financial information, contact Mr. Stephen Paine, 2552 Lee Drive, Pierre Part, LA 70339.

**PIERRE PART-BELLE RIVER VOLUNTEER FIRE DEPARTMENT**

**Pierre Part-Belle River, Louisiana**

**STATEMENT OF NET ASSETS**

**DECEMBER 31, 2009**

	Governmental Activities
<b>ASSETS</b>	
Current assets:	
Cash and cash equivalents	\$ 325,675
Investments	40,731
Grants receivable	15,610
Total current assets	382,016
Noncurrent assets:	
Capital assets, net of accumulated depreciation	734,450
Total noncurrent assets	734,450
Total assets	1,116,466
<b>LIABILITIES</b>	
Current Liabilities:	
Accrued Liabilities	-
Total current liabilities	-
Total liabilities	-
<b>NET ASSETS</b>	
Invested in capital assets, net of related debt	734,450
Unrestricted	382,016
Total net assets	\$ 1,116,466

The accompanying notes are an integral part of this financial statement.

**PIERRE PART-BELLE RIVER VOLUNTEER FIRE DEPARTMENT**  
**Pierre Part-Belle River, Louisiana**  
**STATEMENT OF ACTIVITIES**  
**FOR THE YEAR ENDED DECEMBER 31, 2009**

		Program Revenues		Net (Expense)
				Revenue and
				Changes in
				Net Assets
				Governmental
				Unit
	<u>Expenses</u>	<u>Charges for</u>	<u>Operating</u>	
		<u>Services</u>	<u>Grants and</u>	
			<u>Contributions</u>	
<b>FUNCTIONS/PROGRAMS</b>				
Governmental activities:				
General government-public safety	<u>138,813</u>	<u>\$ -</u>	<u>\$ 239,589</u>	<u>\$ 100,776</u>
Total governmental activities	<u>138,813</u>	<u>-</u>	<u>239,589</u>	<u>100,776</u>
General Revenues:				
Interest				2,126
Fire insurance rebate				16,289
Miscellaneous				<u>2,647</u>
Total general revenues				<u>21,062</u>
Change in net assets				121,838
Net assets - January 1, 2009				<u>994,628</u>
Net assets - December 31, 2009				<u>\$ 1,116,466</u>

The accompanying notes are an integral part of this financial statement.

**PIERRE PART-BELLE RIVER VOLUNTEER FIRE DEPARTMENT**  
**Pierre Part-Belle River, Louisiana**  
**BALANCE SHEET**  
**GOVERNMENTAL FUND**  
**DECEMBER 31, 2009**

**ASSETS**

	<u>General Fund</u>
Cash	\$ 325,675
Investments	40,731
Grants receivable	<u>15,610</u>
Total assets	<u><u>\$ 382,016</u></u>

**LIABILITIES AND FUND BALANCES**

Liabilities	
Accounts payable and accrued expenses	<u>\$ -</u>
Total liabilities	<u>-</u>
Fund balance	
Unreserved - undesignated	<u>382,016</u>
Total fund balance	<u>382,016</u>
Total liabilities and fund balances	<u><u>\$ 382,016</u></u>

The accompanying notes are an integral part of this financial statement.

**PIERRE PART-BELLE RIVER VOLUNTEER FIRE DEPARTMENT**  
**Pierre Part-Belle River, Louisiana**  
**RECONCILIATION OF THE GOVERNMENTAL FUND BALANCE SHEET**  
**TO THE STATEMENT OF NET ASSETS**  
**DECEMBER 31, 2009**

Total fund balances - Governmental Funds		\$ 382,016
Cost of capital assets at December 31, 2009	1,426,858	
Less: accumulated depreciation as of December 31, 2009	<u>(692,408)</u>	<u>734,450</u>
Total net assets at December 31, 2009 - Governmental Activities		<u>\$ 1,116,466</u>

The accompanying notes are an integral part of this financial statement.

**PIERRE PART-BELLE RIVER VOLUNTEER FIRE DEPARTMENT**  
**Pierre Part-Belle River, Louisiana**  
**STATEMENT OF REVENUES, EXPENDITURES, AND**  
**CHANGES IN FUND BALANCE**  
**GOVERNMENTAL FUND**  
**FOR THE YEAR ENDED DECEMBER 31, 2009**

	<u>General Fund</u>
<b>REVENUES</b>	
Intergovernmental:	
Fire Protection Grant	\$ 127,242
Fire insurance rebate	16,289
Grant Proceeds	30,400
Donations	81,947
Interest	2,126
Miscellaneous	<u>2,647</u>
 Total Revenues	 <u>260,651</u>
<b>EXPENDITURES</b>	
Current	
Current Operating	
Public Safety	40,857
Capital Outlay	
Public Safety	41,914
Debt Service	
Principal	34,467
Interest	<u>360</u>
 Total Expenditures	 <u>117,598</u>
 Excess of Revenues over Expenditures	 143,053
 Fund balance, beginning of year	 <u>238,963</u>
 Fund balance, end of year	 <u><u>\$ 382,016</u></u>

The accompanying notes are an integral part of this financial statement.

**PIERRE PART-BELLE RIVER VOLUNTEER FIRE DEPARTMENT**  
**Pierre Part-Belle River, Louisiana**  
**RECONCILIATION OF THE GOVERNMENTAL FUND**  
**STATEMENT OF REVENUES, EXPENDITURES, AND**  
**CHANGES IN FUND BALANCES TO THE STATEMENT OF ACTIVITIES**  
**FOR THE YEAR ENDED DECEMBER 31, 2009**

Excess of Revenue and Other Sources		
Over Expenditures and Other Uses		\$ 143,053
Capital Assets:		
Capital outlay capitalized	41,913	
Depreciation expense for year ended December 31, 2009	<u>(97,595)</u>	(55,682)
Liabilities:		
Debt service principal	<u>34,467</u>	<u>34,467</u>
Some expenses reported in the statement of activities do not require the use of current resources and, therefore, are not reported as expenditures in governmental funds.		
Change in Net Assets - Governmental Activities		<u><u>\$ 121,838</u></u>

The accompanying notes are an integral part of this financial statement.



**PIERRE PART-BELLE RIVER VOLUNTEER FIRE DEPARTMENT**  
**Pierre Part-Belle River, Louisiana**

**NOTES TO FINANCIAL STATEMENTS**  
**December 31, 2009**

**NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Reporting Entity**

On April 18, 1991, the Assumption Parish Police Jury entered into a grant agreement with Pierre Part-Belle River Volunteer Fire Department of Assumption Parish. The fire protection grant was for the purpose of acquiring, maintaining, and operating buildings, machines, water tanks, water hydrants, water lines and any other things necessary to provide proper fire prevention and control of the property within the boundaries of the department.

The volunteer Fire Department is a privately created quasi-public corporation that is subject to the grant provisions of its funding agency. The board members are not appointed by the police jury. The volunteer Fire Department is not fiscally dependent on the police jury and the nature and significance of their relationship with the police jury is not such that their exclusion would render the police jury's financial statements incomplete or misleading. Therefore, the volunteer Fire Department is a separate special purpose government.

The accompanying financial statements present information only on the funds maintained by the Fire Department and do not present information on the Police Jury, the general government services provided by that governmental unit, and other governmental units that comprise the Police Jury's reporting entity. Pierre Part-Belle River Volunteer Fire Department of Assumption Parish has no component units.

The accounting and reporting policies of the Fire Department conform to generally accepted accounting principles as applicable to governmental units. Such accounting and reporting policies also conform to the requirements of Louisiana Revised Statutes 24:517 and to the guides set forth in the *Louisiana Governmental Audit Guide*.

**Basis of Presentation**

**Government-Wide Financial Statements (GWFS)**

The Statement of Net Assets and Statement of Activities report information about the reporting government as a whole. They include all funds of the reporting entity. Governmental activities generally are financed through taxes, intergovernmental revenues, and other non-exchange revenues.

The Statement of Activities presents a comparison between direct expenses and program revenues for each function of the Fire Department's governmental Activities. Direct expenses are those that are specifically associated with a program or function. Program revenues include (a) fees and charges paid by the recipient for goods or services offered by the program, and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes are presented as general revenues.

**PIERRE PART-BELLE RIVER VOLUNTEER FIRE DEPARTMENT**  
**Pierre Part-Belle River, Louisiana**

**NOTES TO FINANCIAL STATEMENTS**  
**December 31, 2009**

**NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**Fund Accounting**

The Fire Department uses funds to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions relating to certain government functions or activities.

A fund is a separate accounting entity with a self-balancing set of accounts. The Fire Department maintains only one fund, classified as a governmental fund. The Governmental fund accounts for the Fire Department's general activities, including the collection and disbursement of specific or legally restricted monies and the acquisition of general fixed assets. The governmental fund of the Fire Department is described below:

1. General Fund – the General Fund, as provided by Louisiana Revised Statute 47:1906, is the principal fund of the Fire Department and accounts for the operation of the Fire Department.

**Basis of Accounting / Measurement Focus**

Basis of accounting refers to when revenues or expenditures/expenses are recognized in the accounts and reported in the financial statements. It relates to the timing of the measurements made regardless of the measurement focus applied.

**Accrual Basis – Government-Wide Financial Statements (GWFS)**

The Statement of Net Assets and the Statement of Activities display information about the Fire Department as a whole. Both of these statements have been prepared using the economic measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

**Modified Accrual Basis – Fund Financial Statements (FFS)**

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. Governmental fund types use the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual; i.e., when they are determined and “available” means collectively within the current period or soon enough thereafter to pay liabilities of the current period. The Fire Department recognized Fire protection grant and fire insurance rebate as revenue in the year they are earned. Interest earnings on time deposits are recorded when the time deposits have matured and interest is available. All other revenues are recognized in the period in which they are received. Expenditures are generally recorded under the modified accrual basis of accounting when the related liability is incurred. The exceptions to this general rule are that (1) unmatured principal and interest on long-term debt, if any, are recorded when due and (2) claims and the judgments and compensated absences are recorded as expenditures when paid with expendable available financial resources.

**PIERRE PART-BELLE RIVER VOLUNTEER FIRE DEPARTMENT**  
**Pierre Part-Belle River, Louisiana**

**NOTES TO FINANCIAL STATEMENTS**  
**December 31, 2009**

**NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**Budgets**

The Fire Department adopts an annual budget based on anticipated revenues consistent with generally accepted accounting principles. Annual appropriations of funds are not made. Budgetary accounts are not integrated in the formal accounting system. The budget is prepared on the cash basis of accounting.

**Cash and Cash Equivalents**

For reporting purposes, cash and cash equivalents include cash, demand deposits, and time certificates of deposit. Amounts are classified as cash equivalents if the original maturities are 90 days or less. Under state law, the department may deposit funds within a fiscal agent bank organized under the laws of the State of Louisiana and national banks having their principal offices in Louisiana. Further, the department may invest in time deposits or certificates of deposit of state banks organized under Louisiana law and national banks having principal offices in Louisiana.

**Capital Assets**

All capital assets are capitalized at historical cost, or estimated historical costs for assets where actual cost is not available. Donated assets are recorded as capital assets at their estimated fair market value at the date of donation.

Capital assets are recorded in the GWFS, but are not reported in the FFS. Since surplus assets are sold for an immaterial amount when declared as no longer needed for public purposes, no salvage value is taken into consideration for depreciation purposes. All capital assets are depreciated using the straight-line method over their estimated useful lives. Useful lives vary from 5 to 40 years.

**Equity**

In the GWFS, equity is classified as net assets and displayed in three components:

1. Invested in capital assets, net of related debt – Consist of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
2. Restricted net assets – Consist of net assets with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors or laws or regulations of other governments; or (2) law through constitutional provision or enabling legislation.
3. Unrestricted net assets – All other net assets that do not meet the definitions of the first two components.

**PIERRE PART-BELLE RIVER VOLUNTEER FIRE DEPARTMENT**  
**Pierre Part-Belle River, Louisiana**

**NOTES TO FINANCIAL STATEMENTS**  
**December 31, 2009**

**NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

In the fund statements, governmental fund equity is classified as fund balance. Fund balance is further classified as reserved and unreserved, with unreserved further split between designated and undesignated.

**Compensated Absences**

The Fire Department does not have any employees, therefore no entry is made to record compensated absences.

**Estimates**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Accordingly, actual results could differ from those estimates.

**NOTE B - CASH & INVESTMENTS**

At December 31, 2009, the fire department has cash and cash equivalents and investments (book balances) totaling \$366,406 as follows:

Demand Deposits	\$325,675
Time Deposits - Investments	<u>40,731</u>
Total	<u><u>\$366,406</u></u>

These deposits are stated at cost, which approximates market. Under state laws, these deposits (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties.

At December 31, 2009, the fire department has \$366,138 in deposits (collected bank balances). These deposits are secured from risk by \$329,283 of federal deposit insurance. There were no pledged securities held by the custodial bank in the name of the fiscal agent bank (GASB Category 3). Management of the fire department has indicated that, this is being corrected immediately, as the bank did not have the fire department coded as public funds.

**PIERRE PART-BELLE RIVER VOLUNTEER FIRE DEPARTMENT**  
**Pierre Part-Belle River, Louisiana**

**NOTES TO FINANCIAL STATEMENTS**  
**December 31, 2009**

**NOTE C – CAPITAL ASSETS**

Capital assets and depreciation activity as of and for the year ended December 31, 2009, are as follows:

	<u>Buildings</u>	<u>Vehicles</u>	<u>Firefighting Equipment</u>	<u>Other Equipment</u>	<u>Assets Not Depreciated</u>	<u>Total</u>
Cost of Capital Assets, December 31, 2008	\$ 199,637	\$ 943,705	\$ 201,377	\$ 40,226	\$ -	\$ 1,384,945
Additions	-	-	9,747	32,166	-	41,913
Disposals	-	-	-	-	-	-
Cost of Capital Assets, December 31, 2009	199,637	943,705	211,124	72,392	-	1,426,858
Accumulated Depreciation December 31, 2008	\$ 37,613	\$ 430,078	\$ 104,998	\$ 22,124	\$ -	\$ 594,813
Additions	5,050	54,713	29,498	8,334	-	97,595
Disposals	-	-	-	-	-	-
Accumulated Depreciation December 31, 2009	42,663	484,791	134,496	30,458	-	692,408
Capital Assets, Net of Accumulated Depreciation, December 31, 2009	<u>\$ 156,974</u>	<u>\$ 458,914</u>	<u>\$ 76,628</u>	<u>\$ 41,934</u>	<u>\$ -</u>	<u>\$ 734,450</u>

For the year ended December 31, 2009, depreciation expense was \$97,595.

**PIERRE PART-BELLE RIVER VOLUNTEER FIRE DEPARTMENT**  
**Pierre Part-Belle River, Louisiana**

**NOTES TO FINANCIAL STATEMENTS**  
**December 31, 2009**

**NOTE D – CAPITAL LEASE OBLIGATIONS**

The Pierre Part-Belle River Volunteer Fire Department records vehicles acquired through capital leases as an asset and an obligation in the accompanying financial statements. The following is a summary of the capital lease obligation transactions for the year ended December 31, 2009:

Capital Lease Obligations Payable at January 1, 2009	\$ 34,467
Additions	-
Reductions	<u>(34,467)</u>
Capital Lease Obligations Payable at December 31, 2009	<u>\$ -</u>

**PIERRE PART-BELLE RIVER VOLUNTEER FIRE DEPARTMENT**  
**Pierre Part-Belle River, Louisiana**

**NOTES TO FINANCIAL STATEMENTS**  
**December 31, 2009**

**NOTE E - LITIGATION**

The Fire Department is exposed to various risks of loss related to workers' compensation; torts; theft of, damage to, and destruction of assets; and natural disasters for which the Fire Department carries commercial insurance. The Fire Department is not aware of any pending claims at December 31, 2009.

## **REQUIRED SUPPLEMENTARY INFORMATION**



**PIERRE PART-BELLE RIVER VOLUNTEER FIRE DEPARTMENT**  
**Pierre Part-Belle River, Louisiana**  
**GENERAL FUND**  
**BUDGETARY COMPARISON SCHEDULE**  
**FOR THE YEAR ENDED DECEMBER 31, 2009**

	Original	Final	Actual	Variance with Final Budget Favorable (Unfavorable)
<b>REVENUES</b>				
Intergovernmental:				
Fire Protection Grant	100,000	109,000	\$ 127,242	18,242
Fire Insurance Rebate	16,000	26,000	16,289	(9,711)
Grant Proceeds	-	30,400	30,400	-
Donations	-	-	81,947	81,947
Interest	400	400	2,126	1,726
Miscellaneous	115,500	500	2,647	2,147
Total Revenues	<u>231,900</u>	<u>166,300</u>	<u>260,651</u>	<u>94,351</u>
<b>EXPENDITURES</b>				
Current				
Current Operating				
Public Safety	36,900	88,300	40,857	47,443
Capital Outlay				-
Public Safety	8,000	43,000	41,914	1,086
Debt Service				
Principal	187,000	35,000	34,467	533
Interest			360	(360)
Total Expenditures	<u>231,900</u>	<u>166,300</u>	<u>117,598</u>	<u>48,702</u>
<b>Excess of Revenues over Expenditures</b>	-	-	143,053	143,053
<b>Fund balance, beginning of year</b>	<u>238,963</u>	<u>238,963</u>	<u>238,963</u>	-
<b>Fund balance, end of year</b>	<u>\$ 238,963</u>	<u>\$ 238,963</u>	<u>\$ 382,016</u>	<u>\$ 143,053</u>

The accompanying notes are an integral part of this financial statement.

**REPORT AND ACCOMPANYING QUESTIONNAIRE REQUIRED BY  
THE LEGISLATIVE AUDITOR, STATE OF LOUISIANA**

# Waguespack & Gallagher, LLC

CERTIFIED PUBLIC ACCOUNTANTS • BUSINESS ADVISORS

Michael J. Waguespack, CPA, PC

Timothy J. Gallagher, CPA, PC

Tia T. Barbera, CPA, PC

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Sarah M. Gallagher, CPA

Elaine T. Waguespack, CPA

## INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES

To the Board of Commissioners of  
Pierre Part-Belle River Volunteer Fire Department  
Pierre Part-Belle River, Louisiana

We have performed the procedures included in the *Louisiana Government Audit Guide* and enumerated below, which were agreed to by the management of Pierre Part-Belle River Volunteer Fire Department, the Legislative Auditor, State of Louisiana, and applicable state grantor agencies solely to assist the users in evaluating management's assertions about Pierre Part-Belle River Volunteer Fire Department's compliance with certain laws and regulations during the year ended December 31, 2009, included in the accompanying *Louisiana Attestation Questionnaire*. Management of Pierre Part-Belle Rive Volunteer Fire Department is responsible for its financial records and compliance with applicable laws and regulations. This agreed-upon procedures engagement was performed in accordance with attestation standards established by the American Institute of Certified Public Accountants and applicable standards of *Government Auditing Standards*. The sufficiency of these procedures is solely the responsibility of the specified users of this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

### ***Federal, State, and Local Awards***

1. Determine the amount of Federal, state and local award expenditures for the fiscal year, by grant and grant year.

The Department received one Federal grant in the amount of \$30,400 from the Federal Emergency Management Agency of which \$30,400 was spent on a generator and washer and dryer for the station. One local grant was received from the Assumption Parish Police Jury for \$127,242 of which \$127,242 was spent.

2. For each Federal, state, and local award, we randomly selected 6 disbursements from each award administered during the period under examination, provided that no more than 30 disbursements would be selected.
3. For the items selected in procedure 2, we traced the six disbursements to supporting documentation as to proper amount and payee.

We examined supporting documentation for each of the six selected disbursements and found that payment was for the proper amount and made to the correct payee.

4. For the items selected in procedure 2, we determined if the six disbursements were properly coded to the correct fund and general ledger account.

All of the items reviewed were properly coded to the correct fund and general ledger account.

5. For the items selected in procedure 2, we determined whether the six disbursements received approval from proper authorities.

Inspection of documentation supporting each of the six selected disbursements indicated approval from the Treasurer. In addition, each of the transactions was presented in the Treasurer's report at the monthly Board meetings, and at which time was approved by the full Board.

6. For the items selected in procedure 2: For Federal awards, we determined whether the disbursements complied with the applicable specific program compliance requirements summarized in the *Compliance Supplement* (or contained in the grant agreement, if the program is not included in the *Compliance Supplement*) and for state and local awards, we determined whether the disbursements complied with the grant agreement, relating to:

Activities allowed or unallowed:

We reviewed the previously listed disbursements for types of services allowed or not allowed. There were no instances of non-compliance noted in our testing.

Eligibility

We reviewed the previously listed disbursements for eligibility requirements. There were no instances of non-compliance noted in our testing.

Matching Funds

We reviewed the previously listed disbursements for matching requirements. There were no instances of non-compliance noted in our testing.

Reporting

We reviewed the previously listed disbursements for reporting requirements. There were no instances of non-compliance noted in our testing.

7. For the programs selected for testing in item (2) that had been closed out during the period under review, we compared the close-out report, when required, with the entity's financial records to determine whether the amounts agree.

The federal program that gave the grant required that a close out report be filed. This report was correctly filed by Chief Don Breaux.

## ***Meetings***

8. We examined evidence indicating that agendas for meetings recorded in the minute book were posted as an open meeting as required by LSA-RS 42:1 through 42:12 (the open meetings law).

The Department is only required to post a notice of each meeting and the accompanying agenda on the door of the fire station. Management has asserted that such documents were properly posted and provided us with copies of the notices and agenda.

## ***Comprehensive Budget***

9. For all grants exceeding five thousand dollars, we determined that each applicable federal, state, or local grantor agency was provided with a comprehensive budget of those grants that included the purpose and duration, and for state grants included specific goals and objectives and measures of performance.

The Department provided comprehensive budgets to the applicable grantor agencies for the programs mentioned previously. These budgets specified the anticipated uses of the funds, estimates of the duration of the projects, and plans showing specific goals and objectives that included measures of performance.

## ***Prior Comments and Recommendations***

10. We reviewed any prior-year suggestions, recommendations, and/or comments to determine the extent to which such matters have been resolved.

There were no prior year suggestions, recommendations or comments.

We were not engaged to, and did not perform an examination, the objective of which would be the expression of an opinion on management's assertions. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the use of the management of Pierre Part-Belle River Volunteer Fire Department, the Legislative Auditor (State of Louisiana), and the applicable state grantor agency and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

*Waguspach & Gallagher, LLC*

May 25, 2010  
Napoleonville, Louisiana

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**LOUISIANA ATTESTATION QUESTIONNAIRE**  
**(For Attestation Engagements of Quasi-public Agencies)**

Waguespack & Gallagher, LLC  
4749 Highway 308  
Napoleonville, LA 70390

In connection with your review of our financial statements as of December 31, 2009 and for the period then ended, and as required by Louisiana Revised Statute 24:513 and the *Louisiana Governmental Audit Guide*, we make the following representations to you. We accept full responsibility for our compliance with the following laws and regulation and the internal controls over compliance with such laws and regulations. We have evaluated our compliance with the following laws and regulations prior to making these representations.

These representations are based on the information available to us as of May 19, 2010.

**Federal, State, and Local Awards**

We have detailed for you the amount of federal, state and local award expenditures for the fiscal year, by grant and grant year.

Yes ☒ No ☐

All transactions relating to federal, state, and local grants have been properly recorded within our accounting records and reported to the appropriate state, federal, and grantor officials.

Yes ☒ No ☐

The reports filed with federal, state, and local agencies are properly supported by books of original entry and supporting documentation.

Yes ☒ No ☐

We have complied with all applicable specific requirements of all federal, state, and local programs we administer, to include matters contained in the OMB Compliance Supplement, matters contained in the grant awards, eligibility requirements, activities allowed and unallowed, and reporting and budget requirements.

Yes ☒ No ☐

**Open Meetings**

Our meetings, as they relate to public funds, have been posted as an open meeting as required by R.S. 42:1 through 42:13 (the open meetings law).

Yes ☒ No ☐

**Budget**

For each federal, state, and local grant we have filed with the appropriate grantor agency a comprehensive budget for those grants that included the purpose and duration, and for state grants included specific goals and objectives and measures of performance

Yes ☒ No ☐**Prior Year Comments**

We have resolved all prior-year recommendations and/or comments.

N/A

Yes ☐ No ☐

We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations. We have made available to you documentation relating to the federal, state, and local grants, to include the applicable laws and regulations.

We have provided you with any communications from regulatory agencies or other sources concerning any possible noncompliance with the foregoing laws and regulations, including any communications received between the end of the period under examination and the issuance of this report. We will also disclose to you, the Legislative Auditor, and the applicable state grantor agency/agencies any known noncompliance that may occur up to the date of your report.

Stephen Paine

Name

President PPBRVFD

Position

5/19/10

Date